

ADMINISTRATIVE NOTES

U.S. GOVERNMENT PRINTING OFFICE
SUPERINTENDENT OF DOCUMENTS
LIBRARY AND STATUTORY RECLASSIFICATION SERVICE

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RECLASSIFICATION OF SERIALS

In order to achieve tighter bibliographic control over serials, many titles which were previously classed in general publications classes will now be assigned a separate SuDocs. class. These may be surveyed or added to an existing item as related material. They will be appearing on future shipping lists with an explanatory note. Some recently converted serial titles include FISHERIES & WILDLIFE RESEARCH, changed from I 49.2:F 53/18 to I 49.92; and ANNUAL LINE OF BUSINESS REPORT, changed from FT 1.2:L 64 to FT 1.30:.

FACTBOOK IN FICHE

The NATIONAL BASIC INTELLIGENCE FACTBOOK has changed its name to THE WORLD FACTBOOK - 1981. The SuDocs classification number has also changed from PrEx 3.10:N 21/980 to PrEx 3.15:981. The new title will go to libraries selecting Item Number 856-A-02; and it will be sent only in microfiche early in 1982.

NEEDS/OFFERS LIST

We are still hearing about good results from our Needs/Offers List. Many libraries are obtaining badly needed publications through this service. This is just a reminder to all users of the service, please remember to type your listings so that we can cut and paste them in constructing the list. Also, when writing to an offering library, send them labels with your own library address on them. This is a great help.

NUMBER MIX-UP

Some alert librarians have called to our attention that a publication recently distributed in microfiche has a Department of Education order number where the SuDocs classification should be. The publication appeared on Shipping List 16,513-M, 11-5-81, and is Item Number 455-F-01, PUBLIC AND PRIVATE SCHOOLS (DRAFT). The correct SuDocs number does appear on the shipping list as ED 1.115:P 93/draft. We will not be replacing this fiche.

CENSUS NEWS

The only new news from Census is that the SUMMARY TAPE FILES will not be distributed through the Depository Library Program. However, both microfiche and magnetic tape will be sold by Census. When these become available, Census, Census will let us know and we will pass that information along to you. Bear in mind that all existing Census data will be readily available to the public through the Bureau of the Census State Data Center Program. To find out about the location of such material just ask for Regional User Assistance from any Census Bureau Regional Office. Below are the telephone numbers for the Information Services Specialists at the Regional and Satellite Offices:

Atlanta, GA	(404) 881-2274	Indianapolis, IN	(317) 269-5542
Birmingham, AL	(205) 254-0040	Kansas City, KS	(816) 374-4601
Boston, MA	(617) 223-0668	Los Angeles, CA	(213) 824-7291
Charlotte, NC	(704) 371-6144	Miami, FL	(305) 350-4064
Chicago, IL	(312) 353-0631	New York, NY	(212) 264-4730
Cincinnati, OH	(513) 684-2448	Norfolk, VA	(804) 441-3727
Columbia, SC	(803) 765-5435	Philadelphia, PA	(215) 597-8313
Dallas, TX	(214) 767-0625	San Antonio, TX	(512) 229-6018
Denver, CO	(303) 234-5825	San Francisco, CA	(415) 556-6372
Detroit, MI	(313) 226-4675	Seattle, WA	(206) 442-7015
Houston, TX	(713) 226-5457		

SEC DOCKET AND NEWS DIGEST

The SEC DOCKET and DIGEST are no longer being printed through the Government Printing Office. Staff personnel of the Library and Statutory Distribution Service met with staff members of the Securities and Exchange Commission and have arranged for both publications to be retained in the system in a microfiche format.

SEC will convert the DOCKET to microfiche weekly through GPO and we will ride for Depository copies. They will cumulate the daily DIGEST for a one week period and then issue that on a single microfiche which we can also distribute.

MICROFICHE ENVELOPES

One of the Library and Statutory Distribution Service's microfiche contractors provided 121 microfiche titles to us in envelopes that had insufficient glue on the right-front flap. The titles affected are primarily priority Congressional materials. We distributed the defective envelopes. But to correct the defect, we made a shipment to all depositories of plain white microfiche envelopes which may be substituted for the defective ones. Each time material with defective envelopes is mailed, a "#" sign will precede the item number on the shipping list to alert the Documents Librarian.

MEMORANDUM FOR THE RECORD

The Depository Library Council and Library and Statistical Distribution Services to compile a listing of ways to correct microfiche header errors.

The Chief of the Micrographier Section, Duke Spence, telephone number (761) 557-1100, looked into this and discovered the following:

There are two ways to correct microfiche headers, both of which work very well.

1.) The first method is to purchase permanent self adhesive white labels measuring 6" X 1/2" in rolls of 1,000. These labels can be typed onto and cut to any size necessary, eg. 1 1/2" for class corrections or can be used in total if entire header information would like to be changed.

CONTACT: Anthony - Lee Associates, Inc.
966 Hungerford Drive Suite #13
Rockville, Maryland 20850
Attention: Mr. George Anthony
Telephone Number (301) 424-9200

This is a stock item and Mr. Anthony assures us that this material will be shipped same day. Minimum order is \$75.00. Cost is \$12.50 per roll of 1,000 6" X 1/2" labels.

2.) The second method will be better for libraries who need to produce additional diapos copies from their diapos.

The first step is to purchase a sheet of clear Moler Product No. 410, Microfiche Title Strips 1" X 5.3/4". This company will provide free samples of this upon request. These can be typed onto and cut to any size necessary, or used as is for entire header replacement.

CONTACT: Moler Microfilm Products, Inc.
Box 175 - Inwood Station
New York, New York 10924
Telephone Number (212) 299-5340/5341

This is a stock item and they assure us that satisfaction guaranteed. They will ship same day. Minimum order is for 1,000 labels at a cost of \$45.00.

The second step to be used in conjunction with the Moler Product is to purchase catalog # 201 plate and Vesicular Film Inkjet Reflector. This comes in a box labeled with an applicator brush in the cap and it rubbed onto any area on the film will delete all fiche information it touches, so please be very ruble. It works with one swipe. After removing you simply apply the Moler strip with correct information to the film.

CONTACT: Michelin Chemical Corporation
9015 Vincent Street
Detroit, Michigan 48211
Attention: Mr. Akers
Telephone Number (toll free) (800) 521-3240

This is also a stock item and Mr. Akers assured us they will ship same day. Minimum order is \$50.00. Price is 1 dozen, 1 ounce bottles for \$36.00

It might be a good idea for 2 or 3 libraries to order together to avoid minimum order problems.

The above are products that the Library and Statutory Distribution Service has used with no problems. These are the manufacturers that we have used, but there maybe others; if you discover others please write and let us know so that we may share them with the library community.

